Microtek Group of Institutions
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Teaching for Future

Guidelines for Project Submission
MCA/BCA/BSC-IT/PGDCA

The following suggested guidelines must be followed in preparing the Final project Report:

Good quality white executive bond paper A4 size should be used for typing and duplication. Care should be taken to avoid smudging while duplicating the copies.

Page Specification :(Written paper and source code)

- Left margin - 1.0 inch
- Right margin- 0.75 inch
- Top margin 0.75 inch
- Bottom margin 0.75 inch
- Page numbers - All text pages as well as Program source code listing should be numbered at the bottom center of the pages.

- ✓ **Normal Body Text: Font Size**: 12, Times New Roman, Double Spacing, Justified. 6 point above and below para spacing
- ✓ **Paragraph Heading Font Size:** 16, Times New Roman, Underlined, Left Aligned. 12 point above & below spacing.
- ✓ **Paragraph Sub Heading Font Size:** 14, Times New Roman, Underlined, Left Aligned. 12 point above & below spacing.
- ✓ **Chapter Heading Font Size:** 20, Times New Roman, Centre Aligned, 30 point above and below spacing.
- ✓ **Coding Font size :** 10, Courier New, Normal

PROJECT PROPOSAL (SYNOPSIS) FORMAT

Project proposal should be prepared in **consultation with the guide.** It should clearly state the objectives and environment of the proposed project to be undertaken. Project synopsis may contain **15-20 pages** and sequence of contents strictly should be in the following order:

1) **Cover and Title page**

2) **Index**

3) **Introduction and objective of the project**

4) **Analysis**
   - **DFD 0 Level, 1 Level and 2 Level**
   - **ER Diagram**

5) **H/W and S/W Requirement**

6) **Table and Structure, Number of Modules, Detail of Modules, Data Structure**

7) **Types of Reports (If Any)**

8) **Scope of future application**

9) **Bibliography/References**

Note: Synopsis must be submitted on time and must be in spiral binding.

SYNOPSIS
ON
REPORT TITLE

Department Of Information & Technology
Microteck Institute of Information Technology
Maldahiya, Varanasi (U.P)
Month, Year

Arunachal University of Studies
NH-52, District- Namsai, Arunachal Pradesh

Under Esteemed Guidance Of
Guide Name

Submitted To: **Submitted By:**

Name 1 (Roll Number)
Name 2 (Roll Number)
Name 3 (Roll Number)

PROJECT

ON

Mobile Shop Management

BY
NAME OF STUDENT
Course
ROLL NO

Department Of Information & Technology
Microteck College of Management & Technology
Maldahiya, Varanasi (U.P)
JUNE, 2016

Arunachal University of Studies
NH-52, District- Namsai, Arunachal Pradesh

MINOR PROJECT REPORT

ON

MOBILE SHOP MANAGEMENT

SUBMITTED IN PARTIAL FULFILLMENT FOR AWARD OF DEGREE

IN

BACHELOR OF COMPUTER APPLICATION

(BATCH 2015-2017)

BY
NAME OF STUDENT
ROLL NO

UNDER THE ESTEEMED GUIDANCE OF
NAME OF GUIDE

Department Of Information & Technology
Microteck College of Management & Technology
Maldahiya, Varanasi (U.P)
JUNE, 2016

Arunachal University of Studies
NH-52, District- Namsai, Arunachal Pradesh

Certificate of Originality

I hereby declare that the Project entitled "**Title of the Project**" submitted to the Department of Information Technology, **Microteck College of Management & Technology** Maldahiya, Varanasi (U.P) in partial fulfillment for the award of the Degree of **MASTER IN COMPUTER APPLICATION** in session 2011-2014 is an authentic record of my own work carried out under the guidance of Dr./Ms./Mr.. and that the Project has not previously formed the basis for the award of any other degree.

Place:................   Signature of the candidate.

Date:.................   (Name of Student)

                                                         (Roll No.)

This is to certify that the above statement made by the candidate is correct to the best of my knowledge.

1. Signature of Internal guide   2. Signature of External Guide

   Name:……………………….   Name:……………………………

   Designation:……………............   Designation:.......................................

<u>Acknowledgement</u>

I am very grateful to my project guide Dr./Mr./Ms._____ for giving his valuable time and constructive guidance in preparing the Synopsis/Project.
It would not have been possible to complete this project in short period of time without his kind encouragement and valuable guidance.

Date: **Signature**
                                                                                         Name of the Student